MEMORANDUM FOR: CIA Librarian

SUBJECT

: Appreciation

This office, on behalf of the Director and the Deputy Director, frequently levies requirements on the CIA Library. These requests call for fast action and dipping into resources not normally available in the Agency. Often the requirement is such that initiative and ingenuity are needed to respond.

The experience of this office has been that the performance of the CIA Library has been consistently outstanding. We have been particularly impressed by the cooperation, courtesy, and efficiency of

We call this to your attention to express our gratitude for your cooperation and to put you on notice that unusual requests will continue to develop. We remain confident that the CIA Library will continue its excellent performance in providing service to this office.

Assistant to the Director

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